



**TOWN OF ISLIP    DEPARTMENT OF PLANNING AND DEVELOPMENT**  
**Building Division**

Permits.....224-5466, 69  
Records/Inspections.....224-5470  
Plans Examiners.....224-5467, 68

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Phil Nolan, Supervisor

## **Residential Solar Panel & Certificate Requirements**

**To receive a permit please submit:**

- A) 1. Completed application for installation of solar panels  
2. 3 copies of manufacturer's specifications for solar units  
3. 3 copies identifying number of units and approximate placement on roof with a separate sheet showing "roof area".  
4. \*A signed sealed certification from a New York State licensed Professional Engineer ( see below ) including "Building Plan Review Note" (See attached)  
5. An accurate copy of land survey

\*This certification requires the inclusion of the following information:

- a. Design criteria for Town of Islip in conformance with RC301.1 Or ASCE7 - see reference standards.
- b. The roof structure is strong enough to support the additional weight of the Solar units.
- c. The mounting brackets and hardware meet or exceed NYS Code requirements for the design criteria for the Town of Islip. Sample criteria attached.
- d. The actual in field attachment to the roof will meet or exceed NYS Residential Code requirements.

Once the above criteria have been met a building permit will be issued.\*\*

**Upon receipt of the permit, installation may occur.**

- B) Upon completion of installation, please provide the following to obtain a Certificate on the new solar panels.
1. An electrical certificate for the newly installed panels
  2. A second certification, by a NYS Licensed Professional Engineer, certifying the solar panel installation does meet or exceed NYS Codes.

\*\*Please note a precursory Zoning Review will be completed if ground mounted site plan review will be required.

## THE FOLLOWING MUST APPEAR ON THE PLANS

### **Building Plan Review Note**

Town of Islip Building Plans Examiner shall review the enclosed document for minimum acceptable plan submittal requirements of the Town of Islip as specified in the Building and/or Residential Code of the State of New York. This review does not guarantee compliance with that code. The seal and signature of the design professional has been interpreted as an attestation that, to the best of the licensee's belief and information, the work in the document is:

- accurate,
- conforms with governing codes applicable at the time of submission,
- conforms with reasonable standards of practice and with view to the safeguarding of life,
- health, property and public welfare,
- is the responsibility of the licensee.

These plans are in compliance with New York State Residential Code 2007.